



Faculty of Graduate Studies

Mahidol University

Course Syllabus

<b>Course Code and Name:</b>	English Communication Skill 3
<b>Credits or hours:</b>	30 Hours
<b>Pre-requisites:</b>	None
<b>Instructor:</b>	-
<b>Contact:</b>	Group Line
<b>Place of study</b>	online

### Learning outcome

1. Synthesize and organize knowledge of the structure of English into effective, concise, and grammatically correct longer types of writing
2. Evaluate and self-edit their oral and written production
3. Prepare necessary listening and speaking skills in order to follow and comprehend discourse, such as lectures, conversations, and interviews
4. Draw inferences when reading diagrams and figures
5. Construct and prepare writing tasks within a set time frame, adhering to academic writing conventions and express opinions and ideas

### Assessment and Evaluation

Failing to meet the deadline requirements for any of the assessment activities may result in not being able to access the assessment materials, which may result in a reduction of the possible score. In an emergency, you must notify the instructor before the assignments' due dates. The approval will be taken into consideration. The course evaluation is based on the following items:

- Class attendance 10%
- Participation 30%
- Assignments 30 %
- Final Presentation 30%

Even though the grade is either “S” or “U”, the score of group and individual assignments are converted into percentages for the final grading to be evaluated. To pass the course and received “S”, students must earn at least 70%.

### **Attendance**

Students are required to attend the class at least 80% or equivalent to 12 classes. Students who are absent more than required will not be allowed to continue the class and do the final presentation. Withdrawal and re-study are suggested for this case.

### **Plagiarism Issues**

Getting work or ideas from another source as your own, with or without consent of the original author, by incorporating it into your work without full acknowledgment, including all published and unpublished material, whether in manuscript, printed, or electronic form is considered plagiarism. When you refer to other people’s works, you need to put citations to acknowledge the sources of the work.

### **Learning resources**

#### **Main Textbooks**

- Cavage, C. (2018). University success, oral communication: transition level. Pearson.
- Richards, J. C. (2011). Tactics for Listening: Expanding. London: Oxford University Press.
- Grice. L. G & Skinner F.J. (2007). Mastering Public Speaking. London: McGraw-Hill.
- Lucas, E. S. (2004). The Art of public Speaking. New York: McGraw-Hill.

#### **Recommended Resources (i.e.websites)**

- Google scholar (<http://scholar.google.com>)
- Online bibliography makers ([www.easybib.com/](http://www.easybib.com/) and [www.bibme.org](http://www.bibme.org) )

## Other Important Documents/ Additional Readings

Materials and worksheets created by the instructor on a weekly basis to cover learning points

### Tentative Teaching Schedule

Session	Topic/Outline	Learning Activities and Media
1-2	<b>Grammar and Structure for Skill Implementation</b> <ul style="list-style-type: none"> <li>● Error Identification</li> <li>● Sentence Completion</li> </ul>	In-class exercises/assignment
3	<b>Author's purpose</b> <ul style="list-style-type: none"> <li>● Various author's purpose</li> <li>● Hint in identifying author's purpose</li> <li>● Examples of the author's purpose questions</li> </ul>	Review previous lesson Reading passages
4	<b>Author's tone and attitude</b> <ul style="list-style-type: none"> <li>● Adjectives to describe author's tone and attitude</li> <li>● Strategies for identifying author's tone and attitude</li> <li>● Examples the author's tone and attitude questions</li> </ul>	Review previous lesson Reading passages
5-6	<b>Understanding and Interpreting Graphs and Charts</b> <ul style="list-style-type: none"> <li>● Types of graphs and charts commonly used in academic contexts</li> <li>● Describing trends and data accurately</li> <li>● Vocabulary for describing changes and trends</li> </ul>	Class discussion Group work
7-8	<b>Opinion &amp; Argumentative organization</b> <ul style="list-style-type: none"> <li>● Signal words used in Argumentative essay assignments</li> </ul>	Class discussion Group work

	<ul style="list-style-type: none"> <li>● Counter arguments, concessions and refutations</li> <li>● Collocations associated with argumentative vocabulary</li> <li>● Connectors showing addition and contrast</li> </ul>	
9-10	<p><b>Discursive organization</b></p> <ul style="list-style-type: none"> <li>● Signal words used in discursive essay assignments</li> <li>● Collocations associated with argumentative vocabulary</li> </ul> <p>Connectors showing addition and contrast</p>	<p>Class discussion</p> <p>Group work</p>